

**MINUTES FROM PRE-QUOTATION CONFERENCE  
OF 19 JUNE 2015  
RFQ No. SRP380-15-R-0005  
Make Ready Services of Government-owned and Leased Properties**

**Site Visit**

All attendees were shown the site and were given the opportunity to thoroughly inspect and familiarize themselves with the area.

**Introduction**

Procurement Agent, Kris Alcantara welcomed all attendees and chaired the pre-proposal conference. Other U.S. Government representatives present were FAC Engineering Draftsman, Anton Marcelo and FAC Housing Inspector, Daniel Vita.

**Discussion of the Solicitation Package**

**The following sections of the solicitation were highlighted:**

- 1) Section A – SF 1442 cover sheet
- 2) Section B – Supplies or Services and Prices/Costs
- 3) Section C – Description/Specifications/Work Statement
- 4) Section E – Inspection and Acceptance
- 5) Section F – Deliveries or Performance
- 6) Section G – Contract Administration Data
- 7) Section H – Special Contract Requirements
- 8) Section I – Contract Clauses
- 9) Section J – List of Documents, Exhibits and Other Attachments
- 10) Section K – Representations, Certifications, and Other Statement of Offerors
- 11) Section L – Instructions, Conditions, and Notices to Offerors
- 12) Section M – Evaluation Factors for Award

**Questions**

The following questions were asked before the conference and the answers are herein provided:

- 1) Q: Can the USG clarify the correct reference solicitation number? The first three pages of the RFQ shows RFQ No. SRP380-15-R-0005, whereas all the rest of the document refers to SRP380-14-Q-0041.  
  
A: Please refer to the attached amendment.
- 2) Q: Can the USG clarify information on page 9, Section B.3.5, Grand Total for Base Year Plus Four Option Years whereas on the table it shows only Base and First Option Year only?  
  
A: Please refer to the attached amendment.
- 3) Q: Is the requirement a four option year job? What is the budget for each year?  
  
A: Please refer to the attached amendment. Please refer to Section L.8 Magnitude of Construction Project.

**Amendment**

The solicitation will be amended to reflect the following changes under:

- 1) Solicitation Footer
- 2) Section B, item B.3.5 and inclusion of item B.4.5
- 3) Section J, Exhibit 11
- 4) Section L, item L.4.2 and L.4.3

\*Refer to A-001 of the Solicitation.

**Others**

The prospective offerors were also reminded of the following:

- 1) Deadline for submission of offers is on or before 4PM of 30 June 2015, at the C&P Office or at the Harrison Gate. No offers will be accepted after 4PM.
- 2) Price Offer is firm fixed price. It is not subject to adjustments due to any escalation in the cost of materials, tools, equipment, fuel, transportation, labor or inflation rate, or because of the contractor's failure to properly estimate or accurately predict the cost or difficulty of achieving the results required, or due to fluctuations in currency exchange rates.
- 3) Value Added Tax (VAT) – VAT shall not be included in the firm fixed price as it is not applicable to this contract.
- 4) Price shall be in Philippine Pesos
- 5) FAR 52.222-50, Combating Trafficking in Persons (TIP) – The U.S. Government has a zero tolerance policy. Every instance of trafficking will be examined and could result in termination of employees or subcontractors, suspension of contract payments or contract terminations.
- 6) 52.204-7, SYSTEM FOR AWARD MANAGEMENT (JUL 2013) – Offeror must have an active SAM Registration to be eligible for award.

**Conclusion**

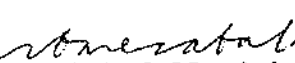
The discussion concluded and attendees were thanked for their presence and expression of interests in serving the U.S. Government. The meeting was adjourned.

Enclosure:  
Amendment-001

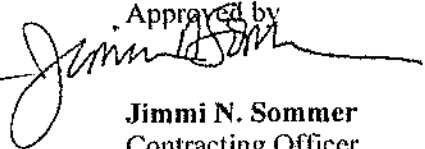
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